California Integrated Waste Management Board

Board Meeting

March 15-16, 2005

AGENDA ITEM 14

ITEM

Consideration Of A Request To Change The Base Year To 2000 For The Previously Approved Source Reduction And Recycling Element For The City Of Half Moon Bay, San Mateo County

I. ISSUE/PROBLEM STATEMENT

The City of Half Moon Bay (City) has requested to change its base year to 2000 using the data from its previously approved 2000 generation-based study. The City has requested a 45 percent diversion rate for the 2000 new base year. With the California Integrated Waste Management Board (Board) staff-recommended new base year, the City's diversion rate would be 43 percent for 2000.

A complete listing of the City's Source Reduction and Recycling Element (SRRE) implemented programs is provided in Attachment 1 of this agenda item.

II. ITEM HISTORY

The Board accepted staff's 1999/2000 SRRE Biennial Review findings and accepted the City's 2000 generation study at its February 11, 2003, Board meeting

III. OPTIONS FOR THE BOARD

1. The Board may approve the City's base-year change as originally submitted.
2. The Board may approve the City's base-year change with staff's and/or Board-suggested modifications.
3. The Board may disapprove the City's base-year change.

IV. STAFF RECOMMENDATION

Board staff recommends the Board adopt option No. 2: approve the City's base-year change with staff's and/or Board-suggested modifications.

V. ANALYSIS

A. Key Issues and Findings

1. Background

PRC Sections 41031 (cities) and 41331 (counties) require information submitted by jurisdictions on the quantities of solid waste generated, diverted, and disposed of, to include data that are as accurate as possible. At its March 1997 meeting, the Board approved methods for jurisdictions to use for improving the accuracy of their base-year generation data. One of the approved methods allows a jurisdiction to establish a more current base year.

2. Basis for staff's analysis

Staff's analysis is based on the following information.

Existing Jurisdiction Conditions:

Diversion Rate Data (Percent)*					Key Jurisdiction Conditions			
					Waste Stream Data			
Base Year	1999	2000	2001	2002	Pounds waste generated per person per day (ppd)	Population	Non-Residential Waste Stream Percentage	Residential Waste Stream Percentage
2000	**ND**	**43%**	**43%**	**42%**	**20.5**	**11,300**	**85**	**15**

* These values are based on the City's proposed 2000 base year change discussed in the "Base Year Change" section below. ND means "not determined".

Jurisdiction's geographic location: This urban city is located on the shores of the Pacific Ocean in San Mateo County, about 20 miles south of San Francisco. It is a popular tourist destination and host to a number of well-attended festivals.

(Note: The high pounds-per-person-per-day is largely due to the large tourist industry, as reflected in the high non-residential percentage. There are over a dozen lodging accommodations, including a 260 unit Ritz-Carlton and a State Campground. In addition, there is the popular 3-day Art and Pumpkin Festival in October which attracts 250,000 attendees.)

Base-Year Change:

The City has submitted a letter (Attachment 2) requesting to change its base year from 1990 to 2000, using its year 2000 generation study that was approved by the Board on February 11, 2003 (Agenda Item Number 30). The City's original new base year modification request certification form is included as Attachment 3a.

After discussions with Board staff, the City reached the conclusion that it would be in its best interest to request that the data from its previously approved 2000 generation study be used to establish a new 2000 base year. The City, as well as Board staff, considers the data that were used in the approved 2000 generation study to be more representative of the City's waste stream and diversion efforts than what was estimated in the 1991 base-year generation study. Since the methodology in completing a generation study and a new base year study, and staff's analysis of the studies, are identical, with the only difference being that a generation study is often conducted on an annual basis, this request appears reasonable. Additionally, staff verified that the data included in the generation study are representative of a normal year for the City, and therefore are adequate data for establishing a new base year.

To estimate the waste generation in 2000, the City used disposal data from the Board's Disposal Reporting System and collected diversion information from the activities listed below. There was no extrapolation of diversion data. Staff conducted a site visit in December 2002 to verify these activities.

Program	Description
Residential:	
Residential curbside recycling collection	The curbside recycling program started in 1989. The weekly manual collection program serves single-family and multi-family dwellings. Currently the program collects aluminum cans, PET and glass bottles.
Residential curbside greenwaste collection	The franchise hauler has provided greenwaste collection service to its single-family home residents since 1997.
Residential backyard composting	San Mateo County has a backyard-composting program that has been available to City residents since 1993. The program includes the distribution of backyard composting bins at a discount as well as information instructing the residents in the proper use of the bins.
Residential Buy-back Centers	There is one certified buy-back center currently in operation within the City. There has been a buy-back center in the City since 1987.
Residential Self-haul Greenwaste Program	The Ox Mountain Landfill accepts clean greenwaste from residential customers at a reduced rate.
Commercial:	
Commercial recycling collection	Commercial recycling collection is offered to all businesses by the City's franchise hauler and has been ongoing since 1990. In addition, some commercial businesses were found to be recycling large amounts of cardboard independent of the franchise hauler's commercial collection program.
Commercial Self-haul Greenwaste Program	The Ox Mountain Landfill accepts clean greenwaste from commercial customers at a reduced rate.
Concrete and Asphalt Recycling	Concrete and asphalt debris is used at Ox Mountain for road and deck surfaces as well as for alternative daily cover (ADC) and for other beneficial uses at the landfill such as building winter deck and road surfaces since at least 1999.
Alternate Daily Cover	Greenwaste, concrete and asphalt debris are used at Ox Mountain Landfill as ADC.
School Recycling Programs	Carbrillo School District uses mulching lawn mowers and grass cycled 32.4 tons. The County offered teacher workshops on school garden and compost training. Also, the County sent school district staff and teachers newsletters promoting recycling.
Transfer Station Salvage	The local transfer stations salvage metal, wood, white goods, paper, OCC, plastic, clean dirt and green material that come in for disposal. Most residents do not use the local transfer stations because Ox Mountain Sanitary Landfill is much closer.

Certification Changes

The City appears to have programs that support the proposed diversion rate. Attachment 3b is the certification prepared by Board staff that provides additional details to support the Board staff's recommendations for the new base year. Attachment 4 (Table A) is a summary of the changes showing what was originally claimed, Board staff's findings, and the basis for the deductions and additions. With these changes Board staff recommends the request for a new base year be approved.

Base Year Analysis

Half Moon Bay	Disposal	Diversion	Generation
Old Base Year Tons (1991)	22,030	1,710	23,740
Jurisdiction New Base Year Tons 2000	23,887	19,797	43,684
Board Staff Recommended New 2000 Base Year Tons	23,887	18,292	42,179

2000 Diversion Rate Using 1991 Base Year	Jurisdiction Claimed Diversion Rate for New Base Year	Board Staff Recommended Diversion Rate for New Base Year
25%	45%	43 %

In addition to any deductions already made by the City and Board staff, the Board has authority to make additional deductions to the diversion tonnage. Public Resources Code Sections 41031, 41033, 41331, and 41333 provide that jurisdictions' waste characterization components (which contain the waste generation studies) shall include data that are as accurate as possible. These statutes provide the basis for allowing jurisdictions to request, and for the Board to approve, new base years. Consequently, in considering new base year requests, the standard used by the Board is whether or not the new base year is as accurate as possible. To the extent that the Board determines that a portion of the new base year is not accurate, the Board may approve the remainder of the new base year, with the inaccurate portion removed.

3. Findings

The City's written request asking to use the data from its previously approved 2000 generation study to establish a new 2000 base year is included in Attachment 2 of this agenda item. Staff believes the City has adequately documented its request. For this reason, staff is recommending approval of the City's new base year request.

B. Environmental Issues

Based on available information, staff is not aware of any environmental issues related to this item.

C. Program/Long Term Impacts

Improving the accuracy of the jurisdiction's base year will lead to a more accurate statewide measurement.

D. Stakeholder Impacts

Approving the City's new base year will enable the City to more accurately measure the success of its diversion programs and therefore to more accurately report its progress to the Board.

E. Fiscal Impacts

No fiscal impact to the Board results from this item.

F. Legal Issues

As discussed above, this item represents the process for implementing PRC Sections 41031 and 41331 that require jurisdictions to submit data on quantities of waste generated, diverted and disposed that are as accurate as possible.

G. Environmental Justice

Community Setting

2000 Census Data – Demographics for City of Half Moon Bay						
%White	**%Hispanic**	**% Black**	**% Native American**	**%Asian**	**%Pacific Islander**	**%Other**
66.6	23.2	3.8	.02	3.3	0.1	0.2

2000 Census Data – Economic Data for City of Half Moon Bay		
Median annual income*	**Mean (average) income***	**% individuals below poverty level**
78,473	106,541	6.1

*Per household

- **Environmental Justice Issues.** According to the jurisdictional representative, there are no environmental justice issues in this community related to this item
- **Efforts at Environmental Justice Outreach.** The City uses outreach print material from the County's RecycleWorks program that is printed in English and Spanish. The City provides a link on the City's website to the County's RecycleWorks website which has a Spanish language component.
- **Project Benefits.** Improving the accuracy of this jurisdiction's base year will lead to a more accurate statewide measurement.

H. 2001 Strategic Plan

This item supports Strategic Plan goal 2, objective 3 (Support local jurisdictions' ability to reach and maintain California's waste diversion mandates), strategy (D) (Assess and assist local governments' efforts to implement programs and reduce disposal, taking corrective action as needed) by assessing the jurisdiction's efforts to implement programs and reduce disposal.

VI. FUNDING INFORMATION

This item does not require any Board fiscal action.

VII. ATTACHMENTS

1. Program Listing for the City of Half Moon Bay
2. Request Letter from the City of Half Moon Bay

3a. City of Half Moon Bay's Original Base Year Modification Request Certification

3b. Previously Approved Board Staff Recommended Base Year Modification Request Certification

4. Table B: Site Visit Verification Findings for the City of Half Moon Bay
5. Resolution Number 2005-72

VIII. STAFF RESPONSIBLE FOR ITEM PREPARATION

A. Program Staff: Keir Furey **Phone:** (916) 341-6258
B. Legal Staff: Elliot Block **Phone:** (916) 341-6080
C. Administrative Staff: N/A **Phone:** N/A

IX. WRITTEN SUPPORT AND/OR OPPOSITION

A. Support

City of Half Moon Bay.

B. Opposition

No known opposition.

Office of Local Assistance

Program Listing for Half Moon Bay

Date Printed
January 25,2005

Program Code	Existed	Slcted?	Pre 1995 Start	1995 Status	1996 Status	1997 Status	1998 Status	1999 Status	2000 Status	2001 Status	2002 Status
1010-SR-BCM Backyard and On-Site Composting/Mulching	Y	Y	1990	SO	SO	SO	SO	SO	SO	SO	SO
1020-SR-BWR Business Waste Reduction Program	Y	Y	1990	SO	SO	SO	SO	SO	SO	SO	SO
1030-SR-PMT Procurement	N	Y	1999	PF	PF	PF	PF 5	SI	SO	SO	SO
1050-SR-GOV Government Source Reduction Programs	N	Y	1990	SO	SO	SO	SO	SO	SO	SO	SO
1060-SR-MTE Material Exchange, Thrift Shops	Y	Y	1990	SO	SO	SO	SO	SO	SO	SO	SO
2000-RC-CRB Residential Curbside	Y	Y	1989	SO	SO	SO	SO	SO	SO	SO	SO
2010-RC-DRP Residential Drop-Off	Y	Y	1989	SO	SO	SO	SO	SO	SO	SO	SO
2020-RC-BYB Residential Buy-Back	Y	Y	1989	SO	SO	SO	SO	SO	SO	SO	SO
2030-RC-OSP Commercial On-Site Pickup	Y	Y	1990	SO	SO	SO	SO	SO	SO	SO	SO
2040-RC-SFH Commercial Self-Haul	Y	Y	1990	SO	SO	SO	SO	SO	SO	SO	SO

Status Code Legend

SO = Selected Ongoing
AO = Alternative Ongoing
SI = Selected Implemented
AI = Alternative Implemented
M = Regional Agency did not exist or city was not incorporated or city
D = Dropped
DE = Dropped in Earlier Year
NI = Selected and Not Implemented
PF = Planned Future
NA = Program did not exist

Reason Code

1 = Delays in bringing diversion facilities online.
2 = Unavoidable regulatory delays.
3 = Existing contractual or legal problems.
4 = Insufficient funding.
5 = Insufficient staffing.
6 = Lack of cooperation from other entities.
7 = Sufficient diversion without selected program.
8 = Lack of markets necessary to support

Application: PARIS

Office of Local Assistance

Program Listing for Half Moon Bay

Date Printed
January 25,2005

Program Code	Existed	Slcted?	Pre 1995 Start	1995 Status	1996 Status	1997 Status	1998 Status	1999 Status	2000 Status	2001 Status	2002 Status
2050-RC-SCH School Recycling Programs	N	Y	1995	SI	SO	SO	SO	SO	SO	SO	SO
2060-RC-GOV Government Recycling Programs	Y	Y	1990	SO	SO	SO	SO	SO	SO	SO	SO
2070-RC-SNL Special Collection Seasonal (regular)	Y	Y	1992	SO	SO	SO	SO	SO	SO	SO	SO
2080-RC-SPE Special Collection Events	N	Y	1995	SI	SO	SO	SO	SO	SO	SO	SO
3000-CM-RCG Residential Curbside Greenwaste Collection	N	Y	1997	PF 1	PF 1	SI	SO	SO	SO	SO	SO
3010-CM-RSG Residential Self-haul Greenwaste	N	N	1998	NA	NA	NA	AI	AO	AO	AO	AO
3020-CM-COG Commercial On-Site Greenwaste Pick-up	N	Y	NA	PF 1	PF 1	PF	PF 99	NI 99	NI 99	NI 99	NI 99
3030-CM-CSG Commercial Self-Haul Greenwaste	N	N	1998	NA	NA	NA	AI	AO	AO	AO	AO
4010-SP-SLG Sludge (sewage/industrial)	N	N	NA	NA	NA	NA	NA	NA	NA	NA	PF
4030-SP-WHG White Goods	N	N	1993	AO	AO	AO	AO	AO	AO	AO	AO

Status Code Legend

SO = Selected Ongoing
AO = Alternative Ongoing
SI = Selected Implemented
AI = Alternative Implemented
M = Regional Agency did not exist or city was not incorporated or city
D = Dropped
DE = Dropped in Earlier Year
NI = Selected and Not Implemented
PF = Planned Future
NA = Program did not exist

Reason Code

1 = Delays in bringing diversion facilities online.
2 = Unavoidable regulatory delays.
3 = Existing contractual or legal problems.
4 = Insufficient funding.
5 = Insufficient staffing.
6 = Lack of cooperation from other entities.
7 = Sufficient diversion without selected program.
8 = Lack of markets necessary to support

Application: PARIS

Office of Local Assistance

Program Listing for Half Moon Bay

Date Printed
January 25,2005

Program Code	Existed	Slcted?	Pre 1995 Start	1995 Status	1996 Status	1997 Status	1998 Status	1999 Status	2000 Status	2001 Status	2002 Status
4040-SP-SCM Scrap Metal	N	N	1993	AO	AO	AO	AO	AO	AO	AO	AO
4060-SP-CAR Concrete/Asphalt/Rubble	N	N	1999	NA	NA	NA	NA	AI	AO	AO	AO
4100-SP-OTH Other Special Waste	Y	Y	1990	SO	SO	SO	SO	SO	SO	SO	SO
5000-ED-ELC Electronic (radio ,TV, web, hotlines)	Y	Y	1990	SO	SO	SO	SO	SO	SO	SO	SO
5010-ED-PRN Print (brochures, flyers, guides, news articles)	Y	Y	1990	SO	SO	SO	SO	SO	SO	SO	SO
5020-ED-OUT Outreach (tech assistance, presentations, awards, fairs, field trips)	Y	Y	1990	SO	SO	SO	SO	SO	SO	SO	SO
5030-ED-SCH Schools (education and curriculum)	Y	Y	1990	SO	SO	SO	SO	SO	SO	SO	SO
6010-PI-EIN Economic Incentives	N	Y	1990	SO	SO	SO	SO	SO	SO	SO	SO
6020-PI-ORD Ordinances	N	Y	1998	PF	PF	PF	SI	SO	SO	SO	SO
7000-FR-MRF MRF	N	Y	1989	SO	SO	SO	SO	SO	SO	SO	SO

Status Code Legend

SO = Selected Ongoing
AO = Alternative Ongoing
SI = Selected Implemented
AI = Alternative Implemented
M = Regional Agency did not exist or city was not incorporated or city
D = Dropped
DE = Dropped in Earlier Year
NI = Selected and Not Implemented
PF = Planned Future
NA = Program did not exist

Reason Code

1 = Delays in bringing diversion facilities online.
2 = Unavoidable regulatory delays.
3 = Existing contractual or legal problems.
4 = Insufficient funding.
5 = Insufficient staffing.
6 = Lack of cooperation from other entities.
7 = Sufficient diversion without selected program.
8 = Lack of markets necessary to support

Application: PARIS

Office of Local Assistance

Program Listing for Half Moon Bay

Date Printed
January 25,2005

Program Code	Existed	Slcted?	Pre 1995 Start	1995 Status	1996 Status	1997 Status	1998 Status	1999 Status	2000 Status	2001 Status	2002 Status
7010-FR-LAN Landfill	Y	Y	1992	SO	SO	SO	SO	SO	SO	SO	SO
7020-FR-TST Transfer Station	N	Y	1997	NI 6	NI 6	SI	SO	SO	SO	SO	SO
7030-FR-CMF Composting Facility	N	Y	NA	PF 1	PF 1	PF	PF 99	PF 99	PF	PF	PF
7040-FR-ADC Alternative Daily Cover	N	N	1995	AI	AO	AO	AO	AO	AO	AO	AO
8020-TR-TRS Tires	N	N	1995	AI	AO	AO	AO	AO	AO	AO	AO
9000-HH-PMF Permanent Facility	N	Y	1992	SO	SO	SO	SO	SO	SO	SO	SO
9010-HH-MPC Mobile or Periodic Collection	Y	Y	1990	SO	SO	SO	SO	SO	SO	SO	D 7
9020-HH-CSC Curbside Collection	Y	Y	1990	SO	SO	SO	SO	SO	SO	SO	SO
9030-HH-WSE Waste Exchange	N	N	1995	AI	AO	AO	AO	AO	AO	AO	AO
9040-HH-EDP Education Programs	Y	Y	1990	SO	SO	SO	SO	SO	SO	SO	SO
9050-HH-OTH Other HHW	N	N	2002	NA	NA	NA	NA	NA	NA	NA	AI

Add any additional programs below

Status Code Legend

SO = Selected Ongoing
AO = Alternative Ongoing
SI = Selected Implemented
AI = Alternative Implemented
M = Regional Agency did not exist or city was not incorporated or city
D = Dropped
DE = Dropped in Earlier Year
NI = Selected and Not Implemented
PF = Planned Future
NA = Program did not exist

Reason Code

1 = Delays in bringing diversion facilities online.
2 = Unavoidable regulatory delays.
3 = Existing contractual or legal problems.
4 = Insufficient funding.
5 = Insufficient staffing.
6 = Lack of cooperation from other entities.
7 = Sufficient diversion without selected program.
8 = Lack of markets necessary to support

From: Paul Nagengast [mailto:pnagengast@ci.half-moon-bay.ca.us]
Sent: Wednesday, December 08, 2004 4:37 PM
To: Furey, Keir
Subject: RE: Future diversion measurement for Half Moon Bay

Dear Keir Furey,

Please accept this notice as a formal request to use the 2000 generation study results to establish a new base year for the City of Half Moon Bay. This would replace the present base year established in 1991.

It is understood that this change will not effect the City's 1066 Time Extension being reviewed by the Board in January 2005. Please let me know if you need further assistance in processing this request.

Thanks for your assistance,

Paul T. Nagengast

Director of Public Works/City Engineer

City of Half Moon Bay

STATE OF CALIFORNIA CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

Base Year Modification Request Certification

Part 1: Generation Study - No Extrapolation Diversion Data

To request a substitution for a previously approved base-year used in calculating the diversion rate for your jurisdiction, please complete and sign this form and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

Mail completed documents to:

California Integrated Waste Management Board
Office of Local Assistance
1001 I Street, 9th Floor
PO Box 4025
Sacramento, CA 95812-4025

General Instructions:

Please select the **ONE** choice below that best explains your request to the Board.

☑ 1. Use a recent generation-based study to calculate our current reporting-year generation amount, but not officially change our existing Board-approved base year.

☐ 2. Use a recent generation-based study to officially change our existing Board-approved base year to a new base year.

The cells on these sheets are protected except for the ones that need information. If you have problems using these sheets, please contact your Office of Local Assistance representative.

Section I: Jurisdiction Information and Certification

All respondents must complete this section.

I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:

Jurisdiction Name	County	
Half Moon Bay	San Mateo	
Authorized Signature	Title Public Works Director	
FOR BONNIE FARRELL		
Type/Print Name of Person Signing	Date	Phone ( )
Bonnie Farrell	12/11/01	650-726-8270
Person Completing This Form (please print or type)	Title Project Manager	
Mark White		
Affiliation: Pacific Waste Consulting Group		
Mailing Address	City	State / ZIP Code
5714 Folsom Blvd. #240	Sacramento	CA 95819
E-mail address mark@pwcg.net		

Section II: Information for New Generation-Based Study for Existing or New Base Year

Attach additional sheets if necessary— reference each response to the appropriate cell number (e.g., 4).

Note: New base years must be representative of a jurisdiction's disposal and diversion.

1. Current Board-approved base-year:	**2.** Proposed new generation-based study year:
1991	**2000**

3. Explain how the proposed generation study year is representative of average annual jurisdiction disposal and diversion:

The diversion in the City is not accurately calculated by the Adjustment Method. Because of this problem, the diversion is measured each year. The diversion reflected in this Certification form is for the year 2000. And may not reflect other years. A new diversion survey is planned for 2001.

4. Enter your diversion rates below.

Diversion rate calculated using existing base year	**a. 25 %**	**Diversion rate calculated using new generation-based study**	**b. 45 %**
For existing base year pounds/person/day based on generation	**11.5**	**For new generation based study pounds/person/day based on generation**	**11.6**
Residential generation 29 %	**Non-Residential Generation 71 %**	**Residential generation 15% %**	**Non-Residential generation 85% %**
Population existing generation-based study	11300	**Population new generation-based study**	11300

5. If there is an increase between 4a and 4b, please explain how the new diversion rate is consistent with your current diversion implementation efforts. If the proposed new generation tonnage results in an increase in your pounds/person/day, please explain how this is consistent with your current diversion implementation efforts and provide any examples, e.g. change in jurisdiction's demographics.

The new diversion rate is consistent with current diversion efforts in the City. The diversion rate study includes diversion from City and hauler programs as well as that from an extensive business survey that included on-site waste audits of the larger generators in the City. The study includes diversion from programs that are NOT reflected in the original base year.

6. If the difference between the proposed diversion rates in 4a and 4b is greater than 5 percentage points, please explain the specific reasons for the difference. (For example: new/improved curbside diversion programs.)

There is a significant increase between the existing and the proposed diversion rates. The increased diversion rate is attributed to newly implemented or expanded diversion programs as well as the identification of diversion that was missed in the original base year. The new or expanded programs include City asphalt recycling and grasscycling at the City maintained schools. The diversion missed in the base year include internal diversion and source reduction methods among the larger generators in the City. This diversion accounts for the majority of the City's diversion efforts.

7. Disposal Tonnage: (enter values)	4417	19470	23887
	Residential	Non-Residential	Total

Please select the **ONE** choice below that best explains your **disposal** data and complete the required tables.

☑ a. All tons claimed are from the Board's Disposal Reporting System (No explanation required. Go to Section 8.)

☐ b. All tons claimed are from a 100 percent audit of hauler and self-haul tonnage. (Please complete Reporting Year Tonnage Request and Modification Certification sheet found at http://www.ciwmb.ca.gov/lgcentral/forms/rytnmdrq.doc)

☐ c. Some Disposal Reporting System data were corrected. (Please complete Reporting Year Tonnage Modification Request and Certification sheet found at http://www.ciwmb.ca.gov/lgcentral/forms/rytnmdrq.doc)

8. In the table below, list the summarized diversion activities, and diversion data records that support your claim and are available for Board audit. (Note: The Board expects the jurisdictions to be able to provide all back-up documentation, if requested) Include type of record and location—for example, weight tickets from transfer stations. This section should capture all diversion tonnage (form will perform all addition calculations). If any diversion is from restricted wastes, [agricultural wastes,inert solids (e.g., concrete, asphalt, dirt, etc.), white goods, and scrap metal] please identify those programs/waste types and fill out section 10. Please mark as Attachment 8 all copies of survey forms.

*Please provide detailed non-Residential waste audit information in Section 9.

Diversion Activity Please use the Board's program types. The program type glossary is online at: http://www.ciwmb.ca.gov/lgcentral/pans/codes/reduce.htm	Actual tons (A)	Relative Percent to Total Generation (A/Total Generation)	Specific material type(s) (List operation w/multiple materials in one box)	Specific conversion factor used (if any) and Source	Type of record and location of record
Residential Activities:					
Source Reduction					
Backyard composting					
Grasscycling		0.0%			
Other Residential source reduction (list each program separately)					
Yard Sales	97	0.2%	Household items	35 tons/yard sale (CIWMB)	City records and survey
Enter program name		0.0%			
Enter program name		0.0%			
Enter program name		0.0%			
Enter program name		0.0%			
Subtotal Residential Source Reduction	**97**	**0.2%**			
Recycling					
Curbside Recycling	1042	2.4%	Paper, glass, plastics, metals	Actual tonnage	Hauler Records
Buyback centers					
Drop-off centers	99	0.2%	Glass, plastics, metals, paper	Actual tonnage	DOR
Other Residential recycling (list each program separately)					
Transfer Station Diversion	13	0.0%	OCC, paper, plastics, metals, glass, C&D, and greenwaste	Actual tonnage	Hauler Records
Enter program name					
Enter program name					
Enter program name					
Enter program name					

Diversion Activity Please use the Board's program types. The program type glossary is online at: http://www.ciwmb.ca.gov/lgcentral/pans/codes/reduce.htm	Actual tons (A)	Relative Percent to Total Generation (A/Total Generation)	Specific material type(s) (List operation w/multiple materials in one box)	Specific conversion factor used (if any) and Source	Type of record and location of record
Subtotal Non-Residential Recycling	**9736**	**22.3%**			
Composting					
Non-Residential Waste Audits1				See Section 9	
Other non-Residential composting (list each program separately)					
Transfer Station Self Haul Greenwaste	8	0.0%	Greenwaste	Actual tonnage	Hauler Records
Landfill Self Haul Greenwaste	1705	3.9%	Greenwaste	Actual tonnage	Hauler Records
Enter program name					
Enter program name					
Enter program name					
Subtotal Non-Residential Composting	**1713**	**3.9%**			
Subtotal Non-Residential Diversion	**16518**	**37.8%**			
Residential/Non- Residential Diversion Activities					
ADC	719	1.6%	Greenwaste and C&D	Actual tonnage	DRS
Sludge					
Scrap metal					
Construction and demolition	350	0.8%	C&D	Actual tonnage	Hauler Records
Landfill salvage					
Subtotal Residential/Non-Residential diversion	**1069**	**2.4%**			
Total Diversion Tons	**19797**	**45.3%**			
Total Disposal Tons from Sec.7	**23887**	**54.7%**			
Total Generation Tons (Div+Dis)	**43684**				

Diversion Activity Please use the Board's program types. The program type glossary is online at: http://www.ciwmb.ca.gov/lgcentral/pans/codes/reduce.htm	Actual tons (A)	Relative Percent to Total Generation (A/Total Generation)	Specific material type(s) (List operation w/multiple materials in one box)	Specific conversion factor used (if any) and Source	Type of record and location of record
Subtotal Residential Recycling	**1154**	**2.6%**			
Composting					
Green waste drop-off	571	1.6%	Greenwaste	Actual tonnage	Hauler Records
Curbside green waste	388	0.9%	Greenwaste	Actual tonnage	Hauler Records
Christmas Tree program					
Other Residential composting (list each program separately)					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal Residential Composting	**959**	**2.2%**			
Subtotal Residential Diversion	**2210**	**5.1%**			
Non-Residential Activities:					
Source Reduction					
Non-Residential Waste Audits[1]	3850	8.8%		See Section 9	
Other non-Residential source reduction (list each program separately)					
Schools	32	0.1%	Greenwaste	.35 lbs/square foot (CIWMB)	City records
Business Source Reduction - Obtained from phone surveys	1156	2.6%	See Section 9	See List of Conversion Factors Attachment #8	Phone surveys
Restriced Waste - Obtained from phone surveys	31	0.1%	See Section 10	See List of Conversion Factors Attachment #8	Phone surveys
Enter program name					
Enter program name					
Subtotal Non-Residential Source Reduction	**5069**	**11.6%**			
Recycling					
Non-Residential Waste Audits[1]	114	0.3%		See Section 9	
Other non-Residential recycling (list each program separately)					
Government Source Reduction	38	0.1%	Building Relocation	See Attachement #10	City records
Commercial from Hauler	1397	3.2%	Paper, glass, plastics, metals	Actual tonnage	Hauler Records
Business Recycling - Obtained from phone surveys	842	1.9%	See Section 9	See List of Conversion Factors Attachment #8	Phone surveys
Restriced Waste - Obtained from phone surveys	7333	16.8%	See Section 10	See List of Conversion Factors Attachment #8	Phone surveys
Transfer Station Diversion	12	0.0%	OCC, paper, plastics, metals, glass, C&D, and greenwaste	Actual tonnage	Hauler Records

9. Specific Non-Residential Sector Waste Audits-Top 10 Non-Residential Generators

Please complete this table for the top 10 non-residential generators that were surveyed. List each non-residential generator separately from largest to smallest, based on total diversion tons. Audit reference number ties to your audit sheets.
(Form will perform all addition calculations).
Please provide an attachment 9 which includes all of the generators surveyed. Include for each generator (use type of generator in lieu of specific business name) diversion activity and material type and associated tonnage for each diversion activity/material type. Include copies of survey form(s) used.

Type of Non-residential Generator	Audit Reference Number	Specific/Major Diversion Activities Include material type (e.g. paper recycling, grasscycling) (List activities on one line)	Source Reduction Tons	Recycling Tons	Composting Tons	Total Diversion Tons	Percent of Total Generation (Total Diversion Tons/Total Generation in [1] Section 8)	Survey Method Phone (P) Mail (M) On-site (O) Other ___
Quarry	S-00-07	Recycling of asphalt and concrete		6534		6534	15.0%	P
Plant Nursery	A-00-03	Recycling of plastics; Reuse of planting mix	3450	12		3462	7.9%	O
Golfcourse	S-00-04	Grasscycling	1143			1143	2.6%	P
Road Construction	S-00-06	Recycling of asphalt		780		780	1.8%	P
Food Store	S-00-19	Recycling of OCC, plastic, aluminum, food waste		562		562	1.3%	P
Thrift Store	A-00-01	Reuse of used clothing and household items	340			340	0.8%	O
Plant Nursery	A-00-02	Recycling OCC, pallets; Reuse pallets, plastic, paper	60	102		162	0.4%	O
Food Store	S-00-09	Recycling OCC, plastic, food waste		119		119	0.3%	P
General Store	S-00-12	Recycling OCC, paper, plastic		79		79	0.2%	P
Government	C-00-01	Grasscycling, and building relocation	70			70	0.2%	P
Totals			**5063**	**8188**		**13251**	30.3%	

Summarize the non-residential diversion activities quantification methodology and applicable conversion factors.

1) Quarry: All data was obtained by a phone survey with the Accounts Receivable Administrator at the Parent Company. In 2000, 6,534 tons of concrete and asphalt were received for recycling. The materials were not calculated with any conversion factor, the tonnage is actual. This program has been running since 1997. They stated that these materials were received from contractors working in the City and constitute 85 percent of their recycling for 2000.

2)Plant Nursery: All data was obtained through a combination of visits and phone calls. All diversion activities and volumes were given by the General Manager. In 2000, they stated that 12 tons of plastic pots were sent to a recycler. The plastic pots are not fit for reuse as they may harbor fungus or disease that can be destructive to new crops. They stated that used planting mix (a blend of peat, bark, pearlite, and volcanic rock) is either sold or given to local contractors for reuse. They claimed 3,450 tons of planting mix had been taken for reuse that would otherwise have been taken to the landfill.

of planting mix had been taken for reuse that would otherwise have been taken to the landfill.

3)Golfcourse: The tonnage for grasscycling was calculated using the CIWMB conversion factor that allows .35lbs/square foot of grass. The Superintendent at the golfcourse stated that there are 150 acres of grasscycling done that did not include the acreage for greens, tee off areas, buildings, or paved areas. The resulting source reduction amount is 1,143 tons.

4)Road Construction: This company recycles the asphalt that is removed in all street paving projects and road repair projects for the City. According to the Supervisor, in 2000, they removed 780 tons of asphalt that was reused in shoulder paving projects along the highways. The City began its asphalt recycling program in 1997 (See Attachment #11).

5) Large Grocery Store: All data was obtained by a phone survey with the Store Manager and from data provided through annual tonnages from recycling reports provided by the corporate offices. They reported 346.8 tons of cardboard, .8 tons of aluminum, 7.9 tons of plastics, and 206.9 tons of food and produce recycled through the corporate program. All materials were sent back to the corporate warehouse for recycling.

6) Thrift Store: This business was audited and all diversion activities and volumes were personally observed or estimated by the Assistant Coordinator. All items received at this store are prepared for sale on site. They stated that on a weekly basis they received 250 bags (40 gallon) of clothing. In order to obtain an annual tonnage, the 40 gallon bag measurement was converted to a 33 gallon bag measurement in order to use the LA County conversion factor for 30 lbs/33 gallon bag of clothing, the result is 236.4 tons of source reduction. They claimed that 25 to 30 (we used 27.5) pieces of various furniture items were received weekly (average 81.9 lbs/each - LA Study and USEPA), resulting in 58.6 tons for the year. They stated that 45 medium sized boxes (weighing an average of 20 lbs/each) of household items (pots, pans, dishes, toys, and decor) were received weekly. This resulted in 36 tons of diversion. They stated that 10 small appliances (microwaves, irons, toasters, and stereos) were received weekly (average 17.5 lbs/each - LA Study), resulting in 4.6 tons. They estimated that they received 1 computer per week. At 56 lbs/each (USEPA), this resulted in 1.5 tons of diversion. They stated that 200 books were received on a weekly basis. Using 1.48 lbs/book (average of hard cover/soft cover book - LA Study), this results in 7.7 lbs for the year. They stated that 30 linen items were received weekly (average sheets/ towel/blankets 2.7 lbs/item - LA Study) for 2.1 annual tons. Finally, they claimed that 4 to 5 (we used 3.5) bicycles were received per week (35.33 lbs/each - LA Study), resulting in 3.2 annual tons. The total tons for the year are 339.9. The clothing, linen, and toys that were not kept for sale by the thrift store was donated to a larger thrift organization or given to a charity. The crutches and canes are donated to a hospital. All other items are kept until sold.

7) Plant Nursery: This business was audited and all diversion activities and volumes were personally observed or estimated by the General Manager and a recycling company used by the company for pallet recycling. For the year 2000, they reported to us that 30.5 tons of cardboard were picked up by a recycling company. This information was gathered from the payment receipts for this material. We spoke to the recycler that picks up pallets from the company to find that 3,582 pallets (40 lbs/each - USEPA), were received for the year. This resulted in 71.6 tons of recycling diversion. They stated that used paper is shredded and stored in 50 gallon bags for use in the packaging of outgoing shipments (we converted 50 gallon bags to 33 gallon bags before using the USEPA conversion factor) . They stated that they use 10 bags per week (8 lbs/33 gallon bag -USEPA), resulting in 3.2 tons of source reduction. They stated that 600,000 planting pots (.19 lb/pot -USEPA), resulting in the source reduction of 57 tons of plastic. This company had a total of 162.2 tons of diversion.

8) Large Grocery Store: All data was obtained by a phone survey with the Store Manager and from data providing annual tonnages from recycling reports provided by the corporate offices. They reported 110.9 tons of cardboard and 1.3 tons of plastics recycled through the corporate program. They stated that 6.9 tons of food and produce were donated through the corporate program. The total diversion amount for this company is 119 tons. All materials were sent back to the corporate warehouse for recycling.

9) General Store: All data was obtained by a phone survey with the Store Manager. They stated that 3,040 lbs of cardboard and mixed paper are baled per week and sent back to the corporate warehouse for recycling, resulting in 79 tons for the year. They stated that 12.5 lbs of plastics were sent back for recycling per week, resulting in .3 tons for the year. The total recycling and source reduction claimed by this company are 79 tons for the year 2000.

10) Government: The data for source reduction for the City was gathered from City records. The grasscycling is done at the two schools within the City (185,400 square feet), resulting in 32.4 tons (.35lbs/square foot - CIWMB). The remaining source reduction is from the relocation of a building that was inhibiting the enlargement of a local

feet), resulting in 32.4 tons (.35lbs/square foot - CIWMB). The remaining source reduction is from the relocation of a building that was inhibiting the enlargement of a local church. The City funded the relocation of the building to a nearby park to avoid the demolition process. An estimate of the building weight (75,000 lbs - 37.5 tons) was provided by the engineer responsible for the movement.

10. For each restricted waste type [i.e., agricultural waste, inert solids, (e.g. concreter, asphalt, dirt, etc.) scrap metals and white goods (PRC Section 41781.2)] and associated program, please provide the following

a. If the diversion program started on or after January 1, 1990, complete the following table.
(Note: program name refers to one specific diversion program for that waste type; (e.g., diversion conducted by City Public Waste Dept).

Restricted Waste Type	Specific Program name	Year started	Tonnage
Scrap Metal	Recycling of Ferrous Scrap Metal through recycling	1999	0
Scrap Metal	Recycling of Ferrous Scrap Metal through recycling	1999	5
Scrap Metal	Recycling of Ferrous Scrap Metal through recycling	1999	13
Inert Solids	Recycling of asphalt through reuse in paving	1997	780
Inert Solids	Recycling of concrete and asphalt through productio	1997	6534
Pull Down for Waste Types			

b. If the diversion program started before January 1, 1990, on a separate sheet, marked attachment 10b, provide the following documentation: (Note: If documentation for a waste type and program has already been approved by the Board, you do not have to provide an attachment 10b for that waste type and program.
Instead please provide date of Board approval of preciously submitted information. _____ (Date)
If documentation is not available, go to 10d.

- How the diversion was the result of a local action taken by the jurisdiction, which specifically resulted in the diversion [PRC Sec. 41781.2 (c) (1)].
- That the amount of that waste type diverted from the jurisdiction in 1990 was less than or equal to the amount of that waste type disposed at a permitted disposal facility by the jurisdiction in any year before 1990. (Note: this criterion is applicable to the entire jurisdiction, not to individual programs [PRC Sec. 41781.2 (c) (2)]).
- The jurisdiction is implementing, and will continue to implement, the diversion programs in its Source Reduction and Recycling Element.

c. If the diversion program started before January 1, 1990, and the documentation requested in 10b is available (but not yet approved by the Board), complete the table below for each program claimed:

Restricted Waste Type	Specific Program Name	New base year or reporting year diversion tonnage
Pull Down for Waste Types		
Pull Down for Waste Types		
Pull Down for Waste Types		
Pull Down for Waste Types		
Pull Down for Waste Types		

d. If the diversion program started before January 1, 1990, and the documentation requested in 10b is not available, please complete the table below for each program claimed. (***Note**: Only the difference between the new base year/reporting year and 1990 can be counted in the diversion rate calculation.)*

Restricted Waste Type	Specific Program name	New base year or reporting year tonnage	1990 diversion tonnage	Difference
Agricultural Waste	Manure used as fertilizer in local fa	31	0	31
Scrap Metal	Recycling of Ferrous Scrap Metal t	4	44	0
Pull Down for Waste Types				
Pull Down for Waste Types				
Pull Down for Waste Types				
Pull Down for Waste Types				

STATE OF CALIFORNIA **CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD**

Base Year Modification Request Certification
Part 1: Generation Study - No Extrapolation Diversion Data

To request a substitution for a previously approved base-year used in calculating the diversion rate for your jurisdiction, please complete and sign this form and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

Mail completed documents to:

California Integrated Waste Management Board
Office of Local Assistance
1001 I Street, 9th Floor
PO Box 4025
Sacramento, CA 95812-4025

General Instructions:
Please select the **ONE** choice below that best explains your request to the Board.
☐ 1. Use a recent generation-based study to calculate our current reporting-year generation amount, but not officially change our existing Board-approved base year.
☑ 2. Use a recent generation-based study to officially change our existing Board-approved base year to a new base year.
The cells on these sheets are protected except for the ones that need information. If you have problems using these sheets, please contact your Office of Local Assistance representative.

Section I: Jurisdiction Information and Certification
All respondents must complete this section.

I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:

Jurisdiction Name	County	
Half Moon Bay	San Mateo	
Authorized Signature	Title: Public Works Director	
Type/Print Name of Person Signing	Date	Phone ( )
Bonnie Farrell		650-726-8270
Person Completing This Form (please print or type)	Title: Project Manager	
Mark White		
Affiliation: Pacific Waste Consulting Group		

Mailing Address	City	State	ZIP Code
5714 Folsom Blvd. #240	Sacramento	CA	95819

E-mail address: mark@pwcg.net

Section II: Information for New Generation-Based Study for Existing or New Base Year

Attach additional sheets if necessary— reference each response to the appropriate cell number (e.g., 4).

Note: New base years must be representative of a jurisdiction's disposal and diversion.

1. Current Board-approved base-year:	**2.** Proposed new generation-based study year:
1991	**2000**

3. Explain how the proposed generation study year is representative of average annual jurisdiction disposal and diversion:

The diversion in the City is not accurately calculated by the Adjustment Method. Because of this problem, the diversion is measured each year. The diversion reflected in this Certification form is for the year 2000. And may not reflect other years. A new diversion survey is planned for 2001.

4. Enter your diversion rates below.

Diversion rate calculated using existing base year	**a. 25 %**	**Diversion rate calculated using new generation-based study**	**b. 43 %**
For existing base year pounds/person/day based on generation	**13.7**	**For new generation based study pounds/person/day based on generation**	**20.5**
Residential generation 29 %	**Non-Residential Generation 71 %**	**Residential generation 15 %**	**Non-Residential generation 85 %**
Population existing generation-based study	9,525	**Population new generation-based study**	11300

5. If there is an increase between 4a and 4b, please explain how the new diversion rate is consistent with your current diversion implementation efforts. If the proposed new generation tonnage results in an increase in your pounds/person/day, please explain how this is consistent with your current diversion implementation efforts and provide any examples, e.g. change in jurisdiction's demographics.

The new diversion rate is consistent with current diversion efforts in the City. The diversion rate study includes diversion from City and hauler programs as well as that from an extensive business survey that included on-site waste audits of the larger generators in the City. The study includes diversion from programs that are NOT reflected in the original base year.

6. If the difference between the proposed diversion rates in 4a and 4b is greater than 5 percentage points, please explain the specific reasons for the difference. (For example: new/improved curbside diversion programs.)

There is a significant increase between the existing and the proposed diversion rates. The increased diversion rate is attributed to newly implemented or expanded diversion programs as well as the identification of diversion that was missed in the original base year. The new or expanded programs include City asphalt recycling and grasscycling at the City maintained schools. The diversion missed in the base year include internal diversion and source reduction methods among the larger generators in the City. This diversion accounts for the majority of the City's diversion efforts.

7. Disposal Tonnage: (enter values)	4417	**19470**	23887
	Residential	Non-Residential	**Total**

Please select the **ONE** choice below that best explains your **disposal** data and complete the required tables.

☑ a. All tons claimed are from the Board's Disposal Reporting System (No explanation required. Go to Section 8.)

☐ b. All tons claimed are from a 100 percent audit of hauler and self-haul tonnage. (Please complete Reporting Year Tonnage Request and Modification Certification sheet found at http://www.ciwmb.ca.gov/lgcentral/forms/rytnmdrq.doc)

☐ c. Some Disposal Reporting System data were corrected. (Please complete Reporting Year Tonnage Modification Request and Certification sheet found at http://www.ciwmb.ca.gov/lgcentral/forms/rytnmdrq.doc)

8. In the table below, list the summarized diversion activities, and diversion data records that support your claim and are available for Board audit. (Note: The Board expects the jurisdictions to be able to provide all back-up documentation, if requested) Include type of record and location—for example, weight tickets from transfer stations. This section should capture all diversion tonnage (form will perform all addition calculations). If any diversion is from restricted wastes, [agricultural wastes,inert solids (e.g., concrete, asphalt, dirt, etc.), white goods, and scrap metal] please identify those programs/waste types and fill out section 10. Please mark as Attachment 8 all copies of survey forms.

*Please provide detailed non-Residential waste audit information in Section 9.

Diversion Activity Please use the Board's program types. The program type glossary is online at: http://www.ciwmb.ca.gov/lgcentral/paris/codes/reduce.htm	Actual tons (A)	Relative Percent to Total Generation (A/Total Generation)	Specific material type(s) (List operation w/multiple materials in one box)	Specific conversion factor used (if any) and Source	Type of record and location of record
Residential Activities:					
Source Reduction					
Backyard composting					
Grasscycling		0.0%			
Other Residential source reduction (list each program separately)					
Enter program name		0.0%			
Enter program name		0.0%			
Enter program name		0.0%			
Enter program name		0.0%			
Enter program name		0.0%			
Subtotal Residential Source Reduction	**0**	**0.0%**			
Recycling					
Curbside Recycling	1042	2.5%	Paper, glass, plastics, metals	Actual tonnage	Hauler Records
Buyback centers	99	0.2%	Glass, plastics, metals, paper	Actual tonnage	DOR
Drop-off centers					
Other Residential recycling (list each program separately)					
Transfer Station Diversion	13	0.0%	OCC, paper, plastics, metals, glass, C&D, and greenwaste	Actual tonnage	Hauler Records
Enter program name					
Enter program name					
Enter program name					
Enter program name					

Diversion Activity Please use the Board's program types. The program type glossary is online at: http://www.ciwmb.ca.gov/lgcentral/paris/codes/reduce.htm	Actual tons (A)	Relative Percent to Total Generation (A/Total Generation)	Specific material type(s) (List operation w/multiple materials in one box)	Specific conversion factor used (if any) and Source	Type of record and location of record
Subtotal Residential Recycling	**1154**	**2.7%**			
Composting					
Green waste drop-off	571	1.4%	Greenwaste	Actual tonnage	Hauler Records
Curbside green waste	388	0.9%	Greenwaste	Actual tonnage	Hauler Records
Christmas Tree program					
Other Residential composting (list each program separately)					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal Residential Composting	**959**	**2.3%**			
Subtotal Residential Diversion	**2113**	**5.0%**			
Non-Residential Activities:					
Source Reduction					
Non-Residential Waste Audits*	1888	4.5%		See Section 9	
Other non-Residential source reduction (list each program separately)					
Schools	32	0.1%	Greenwaste	.35 lbs/square foot (CIWMB)	City records
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal Non-Residential Source Reduction	**1920**	**4.6%**			
Recycling					
Non-Residential Waste Audits*	8084	19.2%		See Section 9	
Other non-Residential recycling (list each program separately)					
Commercial from Hauler	1397	3.3%	Paper, glass, plastics, metals	Actual tonnage	Hauler Records
Transfer Station Diversion	12	0.0%	OCC, paper, plastics, metals, glass, C&D, and greenwaste	Actual tonnage	Hauler Records
Subtotal Non-Residential Recycling	**9493**	**22.5%**			
Composting					

Diversion Activity Please use the Board's program types. The program type glossary is online at: http://www.ciwmb.ca.gov/lgcentral/paris/codes/reduce.htm	Actual tons (A)	Relative Percent to Total Generation (A/Total Generation)	Specific material type(s) (List operation w/multiple materials in one box)	Specific conversion factor used (if any) and Source	Type of record and location of record
Non-Residential Waste Audits*	1984	4.7%		See Section 9	
Other non-Residential composting (list each program separately)					
Transfer Station Self Haul Greenwaste	8	0.0%	Greenwaste	Actual tonnage	Hauler Records
Landfill Self Haul Greenwaste	1705	4.0%	Greenwaste	Actual tonnage	Hauler Records
Enter program name					
Enter program name					
Enter program name					
Subtotal Non-Residential Composting	**3697**	**8.8%**			
Subtotal Non-Residential Diversion	**15110**	**35.8%**			
Residential/Non- Residential Diversion Activities					
ADC	719	1.7%	Greenwaste and C&D	Actual tonnage	DRS
Sludge					
Scrap metal					
Construction and demolition	350	0.8%	C&D	Actual tonnage	Hauler Records
Landfill salvage					
Subtotal Residential/Non-Residential diversion	**1069**	**2.5%**			
Total Diversion Tons	**18292**	**43.4%**			
Total Disposal Tons from Sec.7	**23887**	**56.6%**			
Total Generation Tons (Div+Dis)	**42179**				

9. Specific Non-Residential Sector Waste Audits-Top 10 Non-Residential Generators

Please complete this table for the top 10 non-residential generators that were surveyed. List each non-residential generator separately from largest to smallest, based on total diversion tons. Audit reference number ties to your audit sheets.
(Form will perform all addition calculations).
Please provide an attachment 9 which includes all of the generators surveyed. Include for each generator (use type of generator in lieu of specific business name) diversion activity and material type and associated tonnage for each diversion activity/material type. Include copies of survey form(s) used.

Type of Non-residential Generator	Audit Reference Number	Specific/Major Diversion Activities include material type (e.g. paper recycling, grasscycling). (List activities on one line)	Source Reduction Tons	Recycling Tons	Composting Tons	Total Diversion Tons	Percent of Total Generation (Total Diversion Tons/Total Generation in Section 8)	Survey Method Phone (P) Mail (M) On-site (O) Other ___
Quarry	S-00-07	Recycling of asphalt and concrete		6,534		6,534	15.5%	**P**
Plant Nursery	A-00-03	Recycling of plastics; Composting of plants and planting mix		11	1,701	1,712	4.1%	**O**
Golfcourse	S-00-04	Grasscycling	1,600		76	1,676	4.0%	**P**
Road Construction	S-00-06	Recycling of asphalt		780		780	1.8%	**P**
Food Store	S-00-19	Recycling of OCC, plastic, food waste	23	562		584	1.4%	**P**
Thrift Store	A-00-01	Reuse of used clothing and household items	161			161	0.4%	**O**
Plant Nursery	A-00-02	Recycling OCC, pallets, plastic, paper	19	102		121	0.3%	**O**
Food Store	S-00-09	Recycling OCC, plastic, food waste		119		119	0.3%	**P**
General Store	S-00-12	Recycling OCC, paper, plastic		79		79	0.2%	**P**
Government	C-00-01	Grasscycling, and building relocation	70			70	0.2%	**P**
Totals			**1,873**	**8,186**	**1,777**	**11,836**	28.1%	

Summarize the non-residential diversion activities quantification methodology and applicable conversion factors.

Concrete and asphalt, Business 1 : Actual weights. Business 4: Actual weights.

Compost, Business 2: 230 - fifteen yard loads at one ton per yard = 3,450 tons.

Plastic, Business 2: 24 pallets of pastic pots at 900 lbs/pallet = 10.8 tons. Business 5: Actual weights. Business 6: 600,000 plastic pots at one ounce per pot = 18.75 tons.
Business 8: Actual weight. Business 9: 12.5 lbs per week times 52 weeks = .325 tons

Grasscycling, Business 3: 210 acres * 7.62 tons/acres = 1600.2 tons. Business 10: 185,400 square feet times 0.35lbs/square = 32.445 tons.

Composting, Business 3: Grass clippings fron 10 acres * 7.62 tons/acres = 76.2 tons

Cardboard, Business 5: Actual weights. Business 7 : Actual weights. Business 8: Actual weights. Business 9: 4 bales a week at 750 lbs/bale at 52 weeks/year = 78 tons

Cardboard, Business 5: Actual weights. Business 7 : Actual weights. Business 8: Actual weights. Business 9: 4 bales a week at 750 lbs/bale at 52 weeks/year = 78 tons.

Food waste, Business 5: 125 lbs per day times 365 days = 22.8 tons. Business 8: Actual weights.

Clothing and household items, Business 8: survey using detailed list of donation categories for a week tjme 52 weeks = 160.72

Pallet recycling, Business 7: 3,582 pallets at 40 lbs per pallet = 71.6 tons of pallets to a pallet manufacuring for repair or building new pallets.

Paper, Business 7: fifty 50 gallon bags a year at 12.8 lbs a bag = 0.32 tons. Business 9: 40 lbs per week times 52 weeks = 1.04 tons.

Building relocation, Business 10: An estimate of the building weight (37.5 tons) was provided by the engineer responsible for the movement.

10. For each restricted waste type [i.e., agricultural waste, inert solids, (e.g. concreter, asphalt, dirt, etc.) scrap metals and white goods (PRC Section 41781.2)] and associated program, please provide the following

a. If the diversion program started on or after January 1, 1990, complete the following table.
(Note: program name refers to one specific diversion program for that waste type; (e.g., diversion conducted by City Public Waste Dept).

Restricted Waste Type	Specific Program name	Year started	Tonnage
Scrap Metal	Recycling of Ferrous Scrap Metal through recycling	1999	0
Scrap Metal	Recycling of Ferrous Scrap Metal through recycling	1999	5
Scrap Metal	Recycling of Ferrous Scrap Metal through recycling	1999	13
Inert Solids	Recycling of asphalt through reuse in paving	1997	780
Inert Solids	Recycling of concrete and asphalt through productio	1997	6534
Pull Down for Waste Types			

b. If the diversion program started before January 1, 1990, on a separate sheet, marked attachment 10b, provide the following documentation: (Note: If documentation for a waste type and program has already been approved by the Board, you do not have to provide an attachment 10b for that waste type and program.
Instead please provide date of Board approval of preciously submitted information. _____ (Date)
If documentation is not available, go to 10d.

- How the diversion was the result of a local action taken by the jurisdiction, which specifically resulted in the diversion [PRC Sec. 41781.2 (c) (1)].
- That the amount of that waste type diverted from the jurisdiction in 1990 was less than or equal to the amount of that waste type disposed at a permitted disposal facility by the jurisdiction in any year before 1990. (Note: this criterion is applicable to the entire jurisdiction, not to individual programs [PRC Sec. 41781.2 (c) (2)]).
- The jurisdiction is implementing, and will continue to implement, the diversion programs in its Source Reduction and Recycling Element.

c. If the diversion program started before January 1, 1990, and the documentation requested in 10b is available (but not yet approved by the Board), complete the table below for each program claimed:

Restricted Waste Type	Specific Program Name	New base year or reporting year diversion tonnage
Pull Down for Waste Types		
Pull Down for Waste Types		
Pull Down for Waste Types		
Pull Down for Waste Types		
Pull Down for Waste Types		

d. If the diversion program started before January 1, 1990, and the documentation requested in 10b is not available, please complete the table below for each program claimed. (***Note****: Only the difference between the new base year/reporting year and 1990 can be counted in the diversion rate calculation.)*

Restricted Waste Type	Specific Program name	New base year or reporting year tonnage	1990 diversion tonnage	Difference
Agricultural Waste	Manure used as fertilizer in local fa	31	0	31
Scrap Metal	Recycling of Ferrous Scrap Metal th	4	44	0
Pull Down for Waste Types				
Pull Down for Waste Types				
Pull Down for Waste Types				
Pull Down for Waste Types				

	Attachment 9		Half Moon Bay							
								Recycling		
Ref #	Total Div	Recycling	SR	Compost	OCC	paper	AL	Fe	plastics	organics
A-00-01	160.7 ~~340.0~~	0.0	160.7 ~~340.0~~	0.0	0.0	0.0	0.0	0.0	0.0	0.0
A-00-02	162.3	102.1	60.2	0.0	30.5	0.0	0.0	0.0	0.0	0.0
S-00-02	20.0	20.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
S-00-04	1672.8 ~~1143.5~~	0.0	1600.2 ~~1143.5~~	76.2 ~~0.0~~	0.0	0.0	0.0	0.0	0.0	0.0
S-00-05	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
S-00-06	780.0	780.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
S-00-07	6534.5	6534.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
S-00-09	119.1	119.1	0.0	0.0	110.9	0.0	0.0	0.0	1.3	6.9
S-00-11	26.5	0.0	26.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0
S-00-12	79.3	79.3	0.0	0.0	78.0	1.0	0.0	0.0	0.3	0.0
S-00-13	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
A-00-03	3460.8 ~~3462.0~~	10.8 ~~12.0~~	0.0	0.0	0.0	0.0	0.0	0.0	10.8 ~~12.0~~	0.0
S-00-15	4.0	0.0	4.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
S-00-16	4.5	0.0	4.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0
S-00-18	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
S-00-19	584.4 ~~562.4~~	354.7 ~~355.5~~	22.8 ~~0.0~~	206.9	346.8	0.0	0.0 ~~0.8~~	0.0	7.9	0.0
S-00-20	3.0	0.0	3.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
S-00-01	1.7	1.0	0.7	0.0	0.1	0.0	0.0	0.2	0.0	0.0
S-00-17	30.4	25.6	4.8	0.0	0.0	0.0	0.0	1.8	0.0	0.0
S-00-03	3.8	3.5	0.3	0.0	0.7	0.0	0.0	2.6	0.0	0.0
S-00-08	5.2	5.2	0.0	0.0	0.0	0.0	0.0	5.2	0.0	0.0
S-00-10	20.8	20.8	0.0	0.0	0.0	0.0	0.0	13.3	0.0	0.0
S-00-14	27.7	27.7	0.0	0.0	27.7	0.0	0.0	0.0	0.0	0.0
Total	13705.1 ~~13330.7~~	8084.3 ~~8086.3~~	1887.7 ~~1587.5~~	3733.1 ~~3656.9~~	594.7	1.0	0.0	23.1	9.5	6.9

						SR				**Composting**	
inerts	tires	pallets	OCC	paper	plastics	Greenwaste	Textiles	Organincs	tires	Greenwast	Organincs
0.0	0.0	0.0	0.0	0.0	0.0	0.0	160.72 ~~340.0~~	0.0	0.0	0.0	0.0
0.0	0.0	71.6	0.0	3.2	57.0	0.0	0.0	0.0	0.0	0.0	0.0
0.0	0.0	20.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
0.0	0.0	0.0	0.0	0.0	0.0	1600.2 ~~1143.5~~	0.0	0.0	0.0	76.2 ~~0.0~~	0.0
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
780.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
6534.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	26.5	0.0	0.0	0.0
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1701 ~~3450~~
0.0	0.0	0.0	0.0	4.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	4.5	0.0	0.0	0.0
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	22.8 ~~0.0~~	0.0	0.0	206.9
0.0	0.0	0.0	0.0	0.0	3.0	0.0	0.0	0.0	0.0	0.0	0.0
0.0	0.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.7	0.0	0.0
0.0	23.8	0.0	0.0	0.0	0.0	0.0	0.0	0.0	4.8	0.0	0.0
0.0	0.2	0.0	0.1	0.0	0.0	0.0	0.0	0.0	0.2	0.0	0.0
0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
0.0	7.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
7314.5	32.2	91.6	0.1	7.2	60.0	1600.2 ~~1143.5~~	160.7 ~~340.0~~	53.8 ~~31.0~~	5.7	76.2 ~~0.0~~	1907.9 ~~3656.9~~

Table A: Site Visit Verification Findings, Diversion Tonnage and Deductions for the City of Half Moon Bay

Identification/Generator	Material Type/Program Activity	NBY Claim (tons)	NBY Methodology	Verification Findings (tons)	Verification Findings/Site Visit Methodology
S-00-07 - Quarry	Asphalt and concrete recycling	6,534.00	Actual tons provided	6,534.00	Confirmed with accounting that the quarry received 7,687.63 tons of material based on actual weight tickets. They did not break out by weight ticket the origin on the material, but they estimated that 85% is from the City of Half Moon Bay. Operations manager at quarry confirmed that they started this activity 1997. (7,687.63 x 0.85 = 6,534 tons) The tonnage was also determined to be representative.
Total - Quarry		**6,534.00**		**6,534.00**	
A-00-03 - Plant Nursery	Planting mix reuse	3,450.00	Tonnage provided by Operations Manager. 230 truckloads * 15 cubic yards per truckload * 2000 lbs per cubic yard.	1,701.00	Production supervisor confirmed that approximately 230 truck loads (15 yards per truck load) of composted potting soil and plants were given or sold to contractors in 2000. This activity has been ongoing for the past seven years. Prior to that the material was disposed of. They used a conversion factor of one ton per cubic yard. As a part of the verification, the supervisor got sample load weights to confirm the conversion factor. As a result, the conversion factor was reduced based on the actual sample weight.
	Plastic recycling	12.00	Tonnage provided by Operations Manager	10.80	Production supervisor confirmed that approximately 24 pallets of plastic pots were shipped to Blue Line transfer station for recycling in 2000. The supervisor estimated that the pot weighed 900 lbs per pallet. (24 pallets x 900 lbs = 10.8 tons)
Total - Plant Nursery		**3,462.00**		**1,711.80**	

Identification/Generator	Material Type/Program Activity	NBY Claim (tons)	NBY Methodology	Verification Findings (tons)	Verification Findings/Site Visit Methodology
S-00-04 - Golf Course	Grasscycling	1,143.00	150 acres times 7.62 tons per acres	1,600.20	Course Superintendent confirmed that there are two 18 hole course with total of 220 mowable acres. 210 acres are grasscycled. (210 acres x 7.62 tons/acres = 1600.2 tons)
	Composting	0.00	N/A	76.20	Course Superintendent confirmed that there are two 18 hole course with total of 220 mowable acres. Another 10 acres are mowed and the grass is composted. (10 acres x 7.62 tons/acres = 76.20 tons)
Total - Golf Course		**1,143.00**		**1,676.40**	
S-00-06 - Road Construction	Asphalt recycling	780.00	Actual weight of asphalt that was used on the highway to replace what was ground off.	780.00	Per Area Superintendent, road grindings have been reused since 1992 when equipment first became available to them. The tonnage is based on actual weights of the asphalt
Total - Road Construction		**780.00**		**780.00**	
S-00-19 - Food Store	Cardboard recycling	346.80	Corporate distribution center report	346.80	Confirmed activity and weights with store management from corporate reports.
	Produce Recycling	173.40	Corporate distribution center report	173.40	Confirmed activity and weights with store management from corporate reports.
	Bone & Fat recycling	33.46	Corporate distribution center report	33.46	Confirmed activity and weights with store management from corporate reports.
	Plastic recycling	7.90	Corporate distribution center report	7.90	Confirmed activity and weights with store management from corporate reports.
	Aluminum recycling	0.80	30 lbs per week times 52 weeks.	0.00	Per store management, aluminum cans are recycled through the certified buyback center located on the stores parking lot. Tonnage is deducted because it is already captured in the buyback centers tonnage. .
	Baked goods donations	0.00	N/A	22.80	Per store management, 125 lbs of baked goods are donated on a daily basis to church food bank. (125 lbs x 365 = 22.8 tons)
Total - Food Store		**562.36**		**584.36**	

Identification/Generator	Material Type/Program Activity	NBY Claim (tons)	NBY Methodology	Verification Findings (tons)	Verification Findings/Site Visit Methodology
A-00-01 - Thrift Store	Clothing and household item reuse	340.00	Items broken into 14 category and then volumes and weights were estimated on a weekly basis with store management.	160.72	Confirmed activity and reviewed detailed list of donation categories with thrift store management, used conversion table used in submitted study. Because the estimates staff received on the amount of donations were lower, the tonnage was reduced.
Total - Thrift Store		**340.00**		**160.72**	
A-00-02 - Plant Nursery	Cardboard recycling	30.50	Actual weights provided by non-franchise recycling company.	30.50	Confirmed activity with facility management and weight tickets. Cardboard is baled and sold to Non-BFI recycler.
	Pallet recycling	71.60	Actual weights provided by non-franchise recycling company.	71.60	Confirmed activity with store management. 298 pallets on average are given to pallet manufacturer for repair and reuse.
	Plastic recycling	57.00	600,000 pots a year	18.75	Confirmed activity and number of pots with management. The conversion factor for the pots was verified with an actual weight. The actual weight was less so the tonnage was reduced.
	Paper recycling	3.20	Ten 50 gallon bags of shredded paper a week at 12.8 lbs a bag.	0.32	Per management only fifty 50-gallon bags a year are recycled.
Total - Plant Nursery		**162.30**		**121.17**	
Garage Sales	Household Items	97.00	0.35 tons per yard sale (CIWMB)	0.00	The conversion factor for the garage sales is not deemed accurate. In addition, restricted waste requirements could not be met and there is also possible double counting on the garage sale materials. Therefore, this tonnage was deducted.
Subtotal - Garage Sales		**97.00**		**0.00**	

Identification/Generator	Material Type/Program Activity	NBY Claim (tons)	NBY Methodology	Verification Findings (tons)	Verification Findings/Site Visit Methodology
ADC	Greenwast and C&D	719.00	DRS shows 2992 tons of ADC at Ox Mountain LF. 2273 tons of greenwaste was reported collected at the drop-off at the Ox Mountain LF and was subtracted for a remaining 719 tons of ADC, inorder not to double count greenwaste.	719.00	Staff confirmed this calculation.
Subtotal - ADC		**719.00**		**719.00**	
Grand Totals		**13,080.66**		**11,568.45**	

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

Resolution 2005-72

Consideration Of A Request To Change The Base Year To 2000 For The Previously Approved Source Reduction And Recycling Element For The City Of Half Moon Bay, San Mateo County

WHEREAS, Public Resources Code Sections 41031 (Cities) and 41331 (Counties) require that information submitted by a jurisdiction on the quantities of solid waste it has generated, diverted and disposed, shall include data as accurate as possible to enable the Integrated Waste Management Board (Board) to accurately measure the jurisdiction's achievement of the diversion requirement pursuant to PRC Section 41780; and

WHEREAS, the City of Half Moon Bay (City) of San Mateo County (County) submitted documentation requesting to change its base year to 2000 using the data from its previously approved 2000 generation study, which it claims is as accurate as possible; and

WHEREAS, a portion of the diversion tonnage originally claimed by the City has been modified as a result of staff verification, and is reflected in the staff-revised certification.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the base-year change with the staff-recommended changes as noted in this item to 2000 for the City of Half Moon Bay of San Mateo County.

CERTIFICATION

The undersigned Executive Director, or his designee, of the California Integrated Waste Management Board does hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the California Integrated Waste Management Board held on March 15-16, 2005.

Dated:

Mark Leary
Executive Director